

MARICOPA ASSOCIATION OF GOVERNMENTS
HUMAN SERVICES TECHNICAL COMMITTEE
MEETING MINUTES
MARCH 9, 2006

TECHNICAL COMMITTEE MEMBERS
ATTENDING

Carl Harris-Morgan, Town of Gilbert, Chairman	Doris Marshall, City of Phoenix
*Lorenzo Aguirre, City of El Mirage	Jeff Young for Sandra Mendez, DES/CSA
Kit Kelly for Nichole Ayoola, City of Mesa	Kyle Moore, DES/ACYF
*Judy Bowden, Mesa United Way	Susan Neidlinger, DES/DDD
+Linda Snidecor for Kelly Dalton, City of Goodyear	Sandra Reagan, Southwest Community Network
Deanna Jonovich for Moises Gallegos, City of Phoenix	Sylvia Sheffield, City of Avondale
Paige Garrett, Glendale Human Services Council	Judy Tapscott, City of Tempe
Jayson Matthews for Kate Hanley, Tempe Community Council	*Wayne Tormala, City of Phoenix, Vice Chair
Cindy Ensign for Connie James, City of Scottsdale	+Patrick Tyrrell, City of Chandler
*Mary Lynn Kasunic, Area Agency on Aging	Neal Young, City of Phoenix
Barbara Knox, DES/RSA	
Virginia Sturgill for Margarita Leyvas, Maricopa County	
*John Paul Lopez, City of Tolleson	
Trinity Donovan for Joyce Lopez-Powell, VSUW	
Bob Baratko for Dan Lundberg, City of Surprise	

OTHERS PRESENT

J. Ray Burrell, Nova, Safe Haven
DeDe Gaisthea, MAG
John Hoag, DES/DBF/PPA
Brande Mead, MAG
Amy St. Peter, MAG
Lee Smyres, Advocates for the Disabled
Maribel Trujillo-Moran, DES/DBF/PPA

+Those members present by audio/videoconferencing.

*Those members neither present nor represented by proxy.

1. Open Meeting for Discussion
Chairman Harris-Morgan, Town of Gilbert, called the meeting to order at 1:05 p.m. and introductions ensued.
2. Call to the Audience
No comments were made.
3. Approval of January 26, 2006 Human Services Technical Committee Meeting
Chairman Harris-Morgan noted a couple of minor changes to the minutes and will forward corrections to MAG staff. He then called for a motion to approve the January 26,

2006 meeting minutes. Sandra Reagan, Southwest Community Network, moved to approve the minutes with corrections. Sylvia Sheffield, City of Avondale, seconded the motion. The minutes passed unanimously.

4. Final Review of the 2006 Regional Human Services Plan

Chairman Harris-Morgan introduced Amy St. Peter, MAG, who presented the revised sections of the final draft of the 2006 Regional Human Services Plan. Ms. St. Peter started by thanking the committee for their feedback and for making the document stronger by their contributions. She then asked for comments from the committee on the revised portions.

Susan Neidlinger, DES, commented to the committee that she did not write the Developmental Disabilities chapter but will look it over and add any information as needed. Cindy Ensign, City of Scottsdale, also would like to add some information about America's Promise to the Adults, Families and Children chapter and will email Ms. St. Peter the information.

Jayson Matthews, Tempe Community Council, asked if there would be a deadline for MAG to receive any additional information. Ms. St. Peter answered that 5:00 p.m. on Tuesday March 14 would give MAG time to finish internal proofing. Ms. St. Peter commented that she has received requests to use the data from the Plan for grant applications. She said she was eager to make the report available more broadly to the public so it could be used as a tool. Ms. St. Peter thanked Deanna Jonovich, City of Phoenix, for providing more current information for the Federal Funding chapter.

Chairman Harris-Morgan called for a motion to approve the 2006 Regional Human Services Plan with noted changes from the committee. Jayson Matthews moved to approve the plan with these changes. Bob Baratko, City of Surprise, seconded the motion. The motion passed unanimously.

5. Social Service Block Grant (SSBG) Annual Target Service Area Recommendation Process

Chairman Harris-Morgan introduced John Hoag, DES, who discussed ways to potentially improve the annual target service area recommendation process for the locally planned SSBG funds. Mr. Hoag started by saying that the Arizona Department of Economic Security has been in existence for 30 years, and has spent 25 years as the State's administrator for SSBG. Over the last five years, the funding for SSBG has been static, assuming that the funding level from last year will be the same in the coming fiscal year. The total for SSBG nationwide is 24.7 billion, and there was no change to this amount in the President's initial budget proposal to Congress. The timeline that we follow locally is contingent on the timeline and continued funding at the federal level. He thanked the committee and MAG for submitting the local recommendations for the MAG Region. He noted that each state plans their local timeline. He agrees the timing is difficult because the recommendations are due before the funding is confirmed. Mr. Hoag asked that the committee update him if the MAG Regional Council changes the proposed recommendations that he has received from the committee.

Sandra Reagan, SCN, commented that the committee is looking for better communication with DES and more information on the allocation process in order to give the SSBG Work Group and the committee at large more direction in making their recommendations. Mr. Hoag commented that in moving forward with the SSBG Plan, they do not know for certain what Congress is going to do with the budget, but it is necessary to move forward until we get the hard information.

Mr. Hoag commented that MAG staff had informed him that there were questions regarding the process of procurements and contracts. He said that the state's online SPIRIT system allows for an automated procurement process. DES was the first state agency to use it for procurement and is now working to eventually phase it in for all procurements. At this time his staff is learning how to use SPIRIT and at not all contracts are on it. He said that almost all DES contracts are still on paper. Mr. Hoag said that the procurement system was intended for state government use and he did not know if Maricopa County also uses it. He noted that it takes time to understand and learn the new system, and training is needed on numerous levels prior to being able to use it for solicitations. He believed that in the future it looks like a good program and the procurement process would be more competitive overall, but it will take time to implement. There may also be a conflict of interest in letting agencies become too involved in the contracting process. All agencies will be able to see solicitations, but not the applicant agency information.

Mr. Young asked when SSBG funding is awarded, what happens and how does the funding get out to the clients. How can committee members show their elected officials that clients in each district are getting services? Mr. Hoag commented that the annual SSBG Plan will show how funding was allocated, but it will not include the details. One can see information in the Plan on how much funding is dedicated to a particular service. He added that the Plan is required by the federal government in order to show the use of the funding at the state level. Mr. Young asked if the funding that is designated for children, youth and families is then combined with other funding streams. Mr. Hoag commented that yes the funding can be designated for a service, but that does not mean it will get divided evenly or that certain contracts will get funded.

Chairman Harris-Morgan asked once the SSBG funding is awarded, how members could find out how much funding went to which service. Mr. Hoag stated that it might be difficult to determine because often agencies combine multiple funding sources. Kyle Moore, DES, commented that whether the SSBG funding is combined with other source or not, they do a report of services that are funding by SSBG. However, they cannot provide an unduplicated client count.

Mr. Matthews commented that what the committee is trying to measure is the impact on the clients served and that this type of information would be helpful to elected officials in advocating for human services. He continued by saying that the committee is trying to get some kind of measure of who is being served and the funding amounts for contracts. Mr. Moore noted that his division at DES, ACYF, had a MAG staff person sit on their allocation panel, but that this was a while ago.

Pat Tyrrell, City of Chandler, asked if once SPIRIT is completely phased in, if all contracts will be on that system. Mr. Hoag responded that most are still on the old system. Mr. Moore said that most SSBG contracted agencies are on a four-year cycle review. When those contracts are up for review, they will be phased into SPIRIT.

Chairman Harris-Morgan commented that he would like to go back to Mr. Matthews' point on how to get the information on the clients served. Mr. Moore stated his division has submitted information to the committee on the services they fund and how much has been expended. All DES divisions that hold SSBG contracts have provided this information. He noted that the divisions get invoices from the agencies and do provide those reports as well. Mr. Matthews said there may be some duplication and this committee can help with that. Mr. Moore said that they can add a question to get the number of people served. Ms. St. Peter thanked the committee for being diligent in their responsibility to recommend funding allocations. She noted that MAG will be starting the SSBG process earlier and they understand that some answers to some of the questions may not be available.

Mr. Hoag stated that Mr. Moore's division is just one division that may be handling contracts differently than others. He told the committee that if they have any questions, please ask him and he will find the answer. Mr. Young asked if SSBG funds could be diverted if the funding has not all been spent. Mr. Hoag said no, SSBG cannot go to another service area. The committee agreed that if there is unspent funding, they would need to know in which service area.

Mr. Matthews asked if there was a way to capture client data on who is being served by SSBG. Mr. Hoag stated that they cannot obtain unduplicated figures of clients served. He stated that it is hard to provide the numbers the committee is looking for because DES does not get the numbers back from the agencies.

Susan Niedlinger, DES, commented that in looking at the SSBG funded services handout, the Aging and Adult Administration reported that the amount paid for congregated meals was \$13,682, but the clients served is reported as zero. Mr. Young commented that the Area Agency on Aging (AAA) provides a meal program with SSBG funding, which is combined with other funding sources. The agency receives one pot of funding and there is not a way to single out how many are served with just the SSBG funds. AAA would have to compute that data at the direction of DES.

Ms. St. Peter said that it would be good to look at this process year round to better understand the standard of measurements and that it is good to know we have started the communication process. Trinity Donovan, City of Chandler, added that maybe the committee could now ask for the type information they would like to have once the grants are awarded. It may also be possible to ask for quarterly reports. Mr. Hoag stated that he would work on that request.

Chairman Harris-Morgan thanked Mr. Hoag and asked MAG staff to continue to relay committee questions to DES. Ms. St. Peter agreed that MAG staff would convey the questions from the committee to Mr. Hoag and he will be the main contact person from DES. Mr. Young asked if it would be possible to get the units of measurement used for contracts. Mr. Hoag replied that yes, it is a very reasonable request. He will research the answer and relay it back to MAG staff. He said that DES understands the committee is doing the best they can with the information available. SSBG is about \$20 million out of a billion dollar budget, but it is an important piece that no one wants to lose.

6. Review of Draft Human Services Survey

Chairman Harris-Morgan introduced Ms. St. Peter, MAG, who presented a draft copy of the human services survey. She stated that the purpose of the survey is to gather data from committee members and agencies about their priorities and needs for regional human services planning. Ms. St. Peter said that we have worked the survey down to 10 questions and tried to make it convenient to fill out. She asked for any comment or suggestions from the committee.

Sylvia Sheffield asked if the survey was intended for elected officials or from staff of a city or town. Ms. St. Peter replied yes from both. We would like to receive multiple responses from municipalities and agencies. Ms. St. Peter commented that we would welcome all responses and will be mailing out the surveys to that MAG human services mail list, which includes all cities and towns and will focus on member agencies.

Paige Garrett, GHSC, commented that it was difficult to check off a box on the survey electronically. Ms. St. Peter said that would be fixed in the final version. Ms. Reagan asked if an agency serves multiple municipalities, would MAG like information for each one. Ms. St. Peter replied that yes, that would be great because we would like this information to be as detailed about human services as possible. Ms. Sheffield said another change would be to change the word “job” to “position” since it will be going to elected officials. The committee agreed the survey looked good with the few minor changes.

Chairman Harris-Morgan called for a motion to approve the Human Services Survey with noted changes from the committee. Sylvia Sheffield moved to approve the Survey with changes. Sandra Reagan, Southwest Community Network, seconded the motion. The motion passed unanimously.

7. 2007 Human Services Event Work Group

Amy St. Peter, MAG, asked the members for volunteers to participate in an ad hoc work group with the task of planning the 2007 Human Services event pending approval of the Regional Council. This event would replace the Advance that has taken place in the past with the Technical and Coordinating Committees. She stated this event would also include the Regional Domestic Violence Council and the Continuum of Care Regional Committee on Homelessness that have been added to the MAG human services committee structure within the last five years.

Ms. St. Peter explained that this event is to engage the community and to be responsive to human services needs. It will involve all our human services committees, grassroots people, stakeholders and the community. She said it is tentatively planned for February 2007. The planning work group could possibly meet every other month for now, and then every month as we get closer to the event. The work group would come back to the committee to ask for responses and input. Sandra Reagan and Bob Baratko both offered to volunteer. Ms. St. Peter will be asking the other committees for at least one representative and thanked the committee for their support.

8. Result of 2006 Homeless Street Count

Chairman Harris-Morgan introduced Brande Mead, MAG, who presented the final results of the 2006 Homeless Street Count. Ms. Mead began by saying that the street count is conducted every year in order to gather data for the consolidated grant application to the US Department of Housing and Urban Development (HUD) for Stuart B. McKinney Homeless Assistance Award funds.

Ms. Mead stated that the number of homeless has decreased from 2,918 last year to 2,063 this year. Ms. Mead did mention that if the committee were to use the numbers there are caveats to the figures. She said that it is important to remember this was a point in time count and volunteers count only who they saw, these numbers do not include those in shelters and people not seen on the streets. Also the 2006 count did not include the 400 or so in the overflow shelter.

Ms. Mead provided a brief summary of the street count stating that 26 families, 44 children, 40 youth and 1,634 men made up the majority of the population. She mentioned that at the debriefing meeting it was acknowledged that there are more than 26 families who are homeless but that volunteers counted only the ones that they saw. Ms. Mead commented that there would be a big effort next year to improve the count. She continued by saying that a shelter count was also done on the same day as the street count but the shelter count results are not finalized yet. Approximately 80 percent of the shelter count results have been submitted for Maricopa County. Ms. Mead said the final results will be available in May and she will get those results to the committee.

Ms. Mead noted that that numbers for the chronically homeless increased this year to 806 men. The increase could be due to volunteers doing a better job of identifying the chronically homeless and having the police and outreach staff involved this year. She stated that they have received the HUD award at over \$20 million and that this count is a requirement for HUD funding but it also gives an overview of the population for the planning of services for the homeless. Ms. St. Peter mention that HUD just released the application, which was early this year, and that staff would be available to help in anyway we can.

Sylvia Sheffield noted there was a decrease in the numbers from a couple of cities such as Chandler and Mesa and asked if the time of day the count was conducted be a factor. Ms. Mead commented we have worked closely with the coordinators this year and the time of day could be a factor. Some of these cities did not use the police department. Ms. St.

Peter added that it is tough to compare numbers due to varying factors and we learn from this process every year. She commented that it would be interesting to see the numbers from the shelter count and how much it affects the street count.

Jayson Matthews commented that it would be helpful to include footnotes; this would help us to present the numbers in context and that it would give us a better perceptive of the strengths and weaknesses. He continued by saying it could be something like the fact sheet attached. Ms Mead agreed and said that would be a good idea, we are open to any suggestions that would help to explain the numbers.

9. Announcements

Kit Kelly, City of Mesa, informed the committee that the City of Mesa's human services funding is in jeopardy of being cut. Human services funding comes out of the general fund, which was one million dollars last year. The funding for human services is proposed to be cut by 2/3. Staff will be talking to the Mesa Council to inform them that any cut to human services funding impacts other cities.

Jayson Matthews said he would like to continue on the same topic and inform the committee that CDBG FY 2007 funds are in jeopardy of being cut also. He would like to encourage members to advocate, gather data to help secure funds and to talk their local elected officials.

10. Adjourn

The meeting adjourned at 2:45pm. The next meeting of the Human Services Technical Committee is scheduled for Thursday May 11, 2005 from 1:00 p.m. - 3:00 pm at the MAG building, 2nd floor Cholla Room.